

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

DOUGLAS E. SHIELDS,  
Plaintiff

Case No. 3:23-cv-00150-MMD-CSD

**ORDER**

v.

STATE OF NEVADA EX REL. NEVADA  
DEPARTMENT OF CORRECTIONS, et al.,  
Defendants

On April 10, 2023, pro se Plaintiff Douglas Shields, an inmate in the custody of the Nevada Department of Corrections, submitted a complaint under 42 U.S.C. § 1983. (ECF No. 1). However, Plaintiff did not pay the full \$402 filing fee for this matter or file an application to proceed *in forma pauperis*. (See *id.*)

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). The fee for filing a civil-rights action is \$402, which includes the \$350 filing fee and the \$52 administrative fee. See 28 U.S.C. § 1914(b). “Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*.” Nev. Loc. R. LSR 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court’s approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court’s approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate’s prison or jail trust fund account statement for the previous six-month period**. See 28 U.S.C. § 1915(a)(1)–(2); Nev. Loc. R. LSR 1-2. *In forma pauperis* status does not relieve an inmate of his or her obligation to pay the filing fee, it just means that the inmate can pay the fee in installments. See 28 U.S.C. § 1915(b).

1 Accordingly, and for the reasons stated above,

2 It is therefore ordered that Plaintiff has **until June 12, 2023**, to either pay the full  
3 \$402 filing fee or file a fully complete application to proceed *in forma pauperis* with all  
4 three required documents: a completed application with the inmate's two signatures on  
5 page 3, a completed financial certificate that is signed both by the inmate and the prison  
6 or jail official, and a copy of the inmate's trust fund account statement for the previous six-  
7 month period.

8 Plaintiff is cautioned that this action will be subject to dismissal without prejudice if  
9 Plaintiff fails to timely comply with this order. A dismissal without prejudice allows Plaintiff  
10 to refile the case with the Court, under a new case number, when Plaintiff can either file  
11 a complete application to proceed *in forma pauperis* or pay the required filing fee.

12 The Clerk of the Court is directed to send Plaintiff Douglas Shields the approved  
13 form application to proceed *in forma pauperis* for an inmate and instructions for the same,  
14 and to retain the complaint (ECF No. 1) but not file it at this time.

15 DATED: April 11, 2023.

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18 UNITED STATES MAGISTRATE JUDGE  
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